

MEMORANDUM FOR: Acting Chief, Fiscal Division

SUBJECT : Valid Criteria for POV Travel Within Continental Limits

1. The following criteria shall be accepted, when signed by an authorizing official, as valid reasons for the use of POV travel on a mileage basis, either PCS or TDY, within the Continental Limits of the United States:

- a. No other mode of transportation available;
- b. Conduct of Agency business enroute;
- c. Transporting Agency property;
- d. Security and confidential reasons;
- e. The Agency requires the use of the POV at destination; and
- f. Because of the number of travelers, the cost to the Agency is less than commercial carrier:
  - (1) Two or more Agency employees, or
  - (2) Three adults (or equivalent) in a family.

  
Deputy Comptroller

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JLB:jcj

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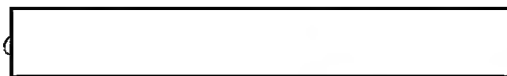
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